Industry Liaison Coordinator

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Professional and Managerial Group

Industry Liaison Coordinator

Research Innovation Office

Temporary full-time from May 1, 2022 to April 30, 2024
Hiring #: 2022-0175

Please read the [Application Instructions][1] before applying

The Research Innovation Office (RIO) has a mandate to enhance and foster research innovation activity at the University of Guelph (UG); to cultivate a culture of entrepreneurship; and to maximize the impact of University of Guelph research, both nationally and globally. RIO will achieve its mandate through a focus on knowledge mobilization, technology transfer, industry liaison and entrepreneurship. RIO’s industry liaison team facilitates research relationships between UofG researchers and companies and industry groups that will help solve industry, environmental and societal challenges.

Reporting to the Industry Liaison Manager, the Industry Liaison Coordinator (ILC) will work as part of the industry liaison team to help grow sponsored research at UofG and increase research impact. Primary aspects of the role include but are not limited to:

- development of presentations, handouts, and other materials that will assist the strategic goals of RIO
- internal and external marketing and education to University faculty and employees regarding methods for establishing successful collaborative partnerships
- promotion of internal and external funding opportunities that can be used to support collaborative research projects
- contribute to training and capacity development for industry liaison activities on campus
- support engagement and outreach with external and internal stakeholders to raise awareness of programs and initiatives; and providing advice, analysis and support to researchers in matters related to collaborative partnerships and sponsored research opportunities
- assist in the organization of events involving external stakeholders including presentations, campus tours, and networking events
- represent the University at external meetings, trade shows or conferences or other events
- assist with reporting and the maintenance of RIO’s CRM system

The ideal candidate is someone with:

- Knowledge of marketing, media relations and experience using common social/digital marketing platforms
- Excellent organizational skills
- Excellent written and oral communication skills with ability to present information succinctly orally and in writing
- Demonstrated ability to anticipate and identify problems; analyze, recommend and execute solutions
- Creative thinking, problem solving and consensus building skills
- Experience working on projects that include a wide range of internal and external stakeholders
- Experience working with companies and researchers engaged in a variety of scientific and technology disciplines

Required minimum background:
Industry Liaison Coordinator
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- An undergraduate degree and at least two years’ experience in a related field
- A valid driver’s license

Classification               P02
Professional/Managerial Salary Bands  [2]

At the University of Guelph, fostering a culture of inclusion [3] is an institutional imperative. The University invites and encourages applications from all qualified individuals, including from groups that are traditionally underrepresented in employment, who may contribute to further diversification of our Institution.

Posting Date: 2022 03 14
Closing Date: 2022 04 11 (extended)


Source URL: https://www.uoguelph.ca/hr/careers-guelph/current-opportunities/industry-liaison-coordinator

Links
[1] https://www.uoguelph.ca/hr/careers-guelph/how-apply
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